

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH NOREEN P. WHITE OF THE FIRM
ACACIA FINANCIAL GROUP INC. TO SERVE AS
FINANCIAL ADVISOR
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Financial Advisory Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16011 to Noreen P. White of the firm ACACIA Financial Group, Inc. (601 Route 73 North, Suite 206, Marlton, New Jersey 08053) to serve as Financial Advisor for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by ACACIA Financial Group, Inc. and determined it to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Noreen P. White of the firm ACACIA Financial Group, Inc. to serve in the position as Financial Advisor for calendar year 2016; and

WHEREAS, services to the extent needed will be determined and requested by the Township's Chief Financial Officer prior to commencing any work by the firm; and

WHEREAS, certification of funds for said services will be made by the Chief Financial Officer from the proceeds of improvement authorizations and/or appropriations as assigned by the Chief Financial Officer; and

WHEREAS, Noreen P. White of the firm ACACIA Financial Group, Inc. shall be compensated said services as outlined within the terms of the contract.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Noreen P. White of the firm ACACIA Financial Group, Inc. to serve as Financial Advisor for 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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Evaluation Report

Financial Advisor - Request for Proposal PRO16011

December 22, 2015

As part of its annual award of professional service agreements in accordance with "Fair and Open" procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Financial Advisor for calendar year 2016.

On October 05, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator/Purchasing Agent

Kala Sriranganathan, Chief Financial Officer

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no potential conflict with vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and Experience – 30 points
4. Pricing Model – 20 points

Proposals were received on November 13, 2015. The following proposals were received by the submission deadline:

Acacia Financial Group, Inc.
601 Rte. 73 North Ste. 206
Marlton, N.J. 08053

NW Financial Group, LLC.
300 Atrium Way Ste. 240
Mount Laurel, NJ 08054

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each criterion.

When the scoring was added for all vendors, the firms were ranked as follows:

Acacia Financial Group, Inc.	300
NW Financial	265

The committee therefore recommends Acacia Financial Group, Inc. for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.